

**MARINWOOD FIRE COMMISSION  
 AGENDA FOR FIRE COMMISSION MEETING  
 TUESDAY APRIL 4, 2017  
 7:00 PM – MARINWOOD COMMUNITY CENTER  
 775 MILLER CREEK RD., SAN RAFAEL, CA 94903**

#	Time	Item	Commission Action
1	7:00 PM	Agenda	Approve
2	7:05 PM	Public Comments on Non Agenda Items	
3	7:10 PM	Draft Minutes March 2017 Fire Commission Meeting*	Approve
4	7:15 PM	Activity Summary Report for March 2017 Response Report for March 2017	Review
5	7:30 PM	Fire Department Draft Budget 2017/18	Discuss
6	7:35 PM	Fire Chief Report, Engineer's Test	Discuss
7	7:45 PM	CERT Trailer Project Update, CERT Update	Discuss
8	7:50 PM	Kitchen Remodel	Discuss
9	8:00 PM	Succession Planning for implementation of Paramedic Positions	Discuss
10	8:05 PM	Adjourn	Approve

Requests for disability-related modifications or accommodations, aids or services may be made to the District office no later than 72 hours prior to the meeting by contacting (415) 479-0775

**NOTES TO COMMISSIONERS:**

Please notify Fire Chief Tom Roach at 415.479.0122 (or [troach@marinwood.org](mailto:troach@marinwood.org)) by 5:00 PM the day before the meeting if you are unable to attend.

**NEXT FIRE COMMISSION MEETING TUESDAY MARCH 7**

TO: MARINWOOD FIRE COMMISSION  
FROM: THOMAS ROACH, FIRE CHIEF

March 7, 2017 Fire Commission Meeting Minutes

**DRAFT**

Commissioners:

Present: Dan Curran, Russ Albano, Ron Marinoff, Tom Elsbree, Greg Stilson, Pascal Karsenti

Others in attendance:

Fire Chief Tom Roach, Board Member Izabela Perry, Linda Barnello, Captain Ryan Brackett, Firefighter Dan Rotwein, John Hammond.

1. Approval of Agenda-Call to order 7:00 pm.
  - Chief suggested moving item #6 Cert Kiosk to the beginning of the meeting to allow John Hammond to make his presentation at the beginning of the meeting.
  - **M/S Marinoff/Curran to approve adjusted agenda. All in favor.**
2. Public Comments on Non Agenda Items
  - Linda Barnello questioned why the District negotiations with the Union were taking so long, 22 months and why all the attorney fees had to be paid and used. Why not just give that money to the firefighters? District Manager Dreikosen commented that the Union had served the District with a lawsuit so attorneys had to be used for the defense.
3. CERT Kiosk
  - John Hammond made a presentation on a CERT Kiosk concept. A drawing of the idea was included in the packet. The idea is to have a Kiosk that would be weather protected constructed near the CERT Trailer. In the Kiosk would be CERT Area Maps and other related disaster preparedness information. The cost of the kiosk would be covered by the Lion's Club. Discussion followed regarding location of the kiosk. Board Member Perry felt it would not be visited or seen much at that location and that existing bulletin boards in the community are better located and should be used. She also suggested distributing information electronically and utilizing the website. Linda Barnello commented that not everyone uses the internet. John stated that once built a market campaign would be used to educate residents of the Kiosk and the information is contains. Commissioner Albano felt the more ways used to disseminate information the better.
  - **M/S Elsbree/Albano In support of the Cert Kiosk idea at the location in front of the firehouse. All in favor.**
4. Draft Minutes for the February Commission Meeting
  - **M/S Marinoff/Albano to approve the February Minutes as presented**
5. Activity Summary and Response Report for February 2017
  - The Activity Summary for February 2017 was reviewed. Chief commented that the department did run a few storm related calls but that all in all the Community faired well in the heavy rains and winds.
  - The Response Report for February 2017 was reviewed. Linda Barnello had a question as to call number 197 and why the engine company was on scene for 56 minutes at a fire alarm call. Chief did not have an answer at the time and would research it. Ron Marinoff had a question about calls 234, 235, and 237 malfunctioning alarm if they were all the same address. Captain Brackett informed them they were for a malfunctioning alarm at an apartment complex on North Avenue and it was during heavy rains when the system was malfunctioning. Commissioner Albano asked if there was a way to recover costs if the alarm wasn't fixed and we had to continue responding. Chief said there was but that in this instance the apartment manager notified an alarm tech to make necessary repairs.

6. **Fire Department Budget 2017/18**
  - The draft budget for 17/18 and actuals for 16/17 were reviewed. Chief and Eric explained why the format was different. That the District was now utilizing Quickbooks as opposed to the old excel spreadsheet. Eric and Chief commented on the ease of using quickbooks. Chief and Eric explained this was a first look at the question and that Eric was preparing a District Wide budget for the Board to consider next week. At this point until the whole picture could be looked at it was unclear on the status of the budget. It will be presented before the Commission in April also.
  
7. **Chief Report and Grant Update**
  - Chief gave a report on the Assistance to Firefighter Grant. All the SCBA's and related equipment have been placed in service and paid for. Follow up reports by the Chief will be maintained over the one year period of performance. Also the 2017 AFG was submitted for a new utility vehicle.
  - Chief gave an update on the Disaster Preparedness Trailer. Work has begun on the outfitting the inside of the trailer with necessary disaster supplies. Two volunteer firefighters are assisting the Chief with the project.
  
8. **Kitchen Remodel**
  - Chief gave an update on the mold remediation and the kitchen remodel. All of the mold had been remediated. Chief had one bid secured for \$22,000 for a whole kitchen remodel. He was working on getting another estimate to compare prices. He hopes to have that info before the Board next week. He stated that the kitchen was 25 years old and he hoped to have that included in the coming years budget. Obviously the time had come. Commissioner Albano stated the importance of having a good kitchen since the firefighters live there 1/3<sup>rd</sup> of their life. Board Member Perry agreed with the importance of having a proper kitchen but suggested the Chief secure another estimate to be sure the price was within an appropriate range. District Manager hoped the price could be kept under \$25,000 because over that price the District would need a sealed bidding process.
  - **M/S Curran/Marinoff To do a kitchen remodel as soon as possible not to exceed \$24,999.00. All in favor.**
  
9. **Succession Planning for the Implementation of Paramedics**
  - Chief gave an update on the two new hires in the new hire academy. Dan Rotwein has been hired as a fulltime firefighter and is a certified paramedic and Dean Barsocchini has been hired as a temporary firefighter and is a certified paramedic. Both graduate from the Academy on Saturday February 18 and will be placed on different shifts as the third firefighter the following week. At that point the department will have three paramedics, one on each shift. Finalizing the paramedic agreement with the Union is still in negotiations.

Respectfully submitted,

Chief Tom Roach

March 30, 2017

To: Marinwood Fire Commission  
From: Chief Tom Roach  
Re: Activity Summary for March 2017

### **FULL TIME PAID STAFFING**

Eleven (11) full time paid personnel including:

Fire Chief Tom Roach

“A” shift- *Captain Steve Heine*, Engineer/Acting Captain John Papanikolaou,  
Firefighter/Acting Engineer Otis Smith, Temporary Firefighter Dean Barsocchini

“B” shift- Captain Brandon Selvitella, Firefighter/Acting Engineer J. Smith,  
Firefighter/Acting Engineer Sean Day

“C” shift- *Captain Joel White*, Captain Ryan Brackett, Engineer/Acting Captain Correa,  
Firefighter Dan Rotwein

*Two Fire Captains off on industrial disability leave, one expected back May 1.*

### **VOLUNTEER STAFFING**

20 Current Volunteers including:

One Volunteer Battalion Chief

0 Volunteer Firefighter/AO's

7 Volunteer Firefighters qualified as “responders” (includes AO's & Captains)

13 Volunteer Firefighter qualified as a “non responder”

### **EMERGENCY CALLS**

In March 2017 the department responded to 99 emergency calls that were mostly medical in nature. The department did respond to one residential structure fire in Novato and two natural gas leaks in San Rafael and one chemical spill in San Rafael.

#### **March 2017 Response Report through 3/29**

	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	TOTAL
Marinwood	19	6	5	0	0	na	30
CSA 13	2	1	0	0	0	na	3
New JPA (east of 101)	32	2	5	0	1	na	40
Old JPA (mont marin)	1	3	1	0	0	na	5
SR Mutual Aid	9	0	1	0	2	1	13
MC JPA	2	0	1	0	0	na	3
Novato Matrix	<u>1</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>2</u>	<u>5</u>
Total number	66	12	14	1	3	3	99

### **COMMUNITY SERVICE/PREVENTION/ASSOCIATION MEETINGS**

- I completed one final inspection of a new solar system in Marinwood during March.
- One final residential sprinkler inspection was completed in Marinwood in March.
- One Fire Commission Meeting and one Board Meeting were held in March.

- I, along with help from four volunteers, continue to work on the disaster preparedness trailer in March.
- One fundraising ride to school was completed in March.
- I read to two classrooms at Silveira School during March.
- I continued working with the Lions Club on CERT related issues, including mapping in March. Multiple meetings were held with a mapping contractor and the CERT Maps were completed in February.
- I attended the MERA Executive Board meeting in March.
- The on duty engine company gave a first aid talk to all the Coaches for Dixie Little League in March.
- The fire engines led the way for the Little League and Softball League opening day parades during March.

### **TRAINING**

- Six minutes of Safety training was reviewed daily by on duty staff.
- Department Personnel continued with the Target Safety Training Program during March.
- All three shifts went through multi company drill in March.
- Marinwood is responsible for delivering the CMTC Block Training of Auto Extrication in February and March. Captain's Brackett and Selvitella are the lead instructors.
- Four Volunteer drills were held in March. Topics included new volunteer orientation, auto extrication, and interviewing skills, taught by none other than Fire Commissioner Russ Albano.
- Dan continues to work on his Probationary Training.
- Eric, Shane, and I attended the SDRMA Spring Safety Seminar in Sacramento one day in March. I attended two sessions on workers compensation laws.

### **MAINTENANCE**

- All 4 department vehicles underwent a comprehensive monthly check during March.
- All gas-powered equipment was checked weekly during the month.
- All vehicle batteries were serviced and charged on a weekly basis during the month.
- Kitchen remodel continues. More in the Chief's report on that.

March 30, 2017

To: Marinwood Fire Commission  
From: Chief Roach

Re: Draft Fire Department Budget 2017/18, CERT Kiosk, Grants Update, Cert Trailer Project, Succession Planning for Paramedics, Engineer Exam, Kitchen Remodel

**Draft Fire Department Budget 2017/18**

A draft Fire Department Budget for 17/18 is included in the packet.

**CERT Kiosk**

The Cert Kiosk is on hold right now. The Board tabled it for a month or so to get additional information and asked the CERT Steering Committee consider a plan B. The size and permanency of the proposed kiosk were a concern and the Board didn't want to set a new precedent on things of this nature.

**Assistance to Firefighter Grant**

I continue to manage the 2016 AFG with mid year reporting requirements being done during January. The SCBA's have all been purchased and are working well. A 2017 AFG was submitted for a new Utility Pick Up Truck.

**Cert Trailer Project**

I continue to work with four volunteers to equip the trailer with all necessary supplies. Hope to have it completed by the end of the year. All of the medical supplies have been ordered. When they arrive Volunteer Firefighter Paramedic Brian Jones is going to arrange four individual caches of many supplies that can be transported to different locations around the community for first aid stations. Next step is to purchase emergency lighting, heavy duty electrical cords, pop up awnings for some shelter from weather, folding table and chairs, ICS Paperwork, and eventually maps. **The mapping is completed!**

**Succession Planning for implementation of Paramedic Positions**

The department currently has two paramedics, one B shift (Sean Day) and one on C Shift (Dan Rotwein). Dean Barsocchini accepted a full time position with Marin County FD. I knew this was a possibility when I hired him but was told it might not occur until later in the year. MCFD moved up it's hiring process. There are no plans to hire another paramedic at this point. Technically the department does not have an opening. Two personnel are rehabilitating the injuries. I am waiting to hear back from San Rafael as to when their next hiring process and new hire academy will be.

**Engineer's Exam**

Included in the Commission Packet is the announcement that went out regarding an upcoming in house promotional Engineer's Testing Process. Currently there are two people certified and qualified. There is one opening.

### **Kitchen Remodel**

Below is a copy of an email that went out to the Board of Directors from Eric, it explains where we are in the Kitchen remodel and I concur with everything he writes-

*"I have some challenging news regarding the firehouse kitchen renovation. Unfortunately, as a result of SB 854 (<http://www.dir.ca.gov/Public-Works/SB854.html>), the District is required to ensure that any outside contractors working on the majority of public works projects valued at over \$1000 are currently registered with the Department of Industrial Relations (DIR) as a company authorized to work on such projects. One aspect of registration with DIR is proof the contractor in question pays it employees and all sub-contractors an amount not below prevailing wage for each applicable trade when working on public works projects.*

*Upon further investigation, the company we have been most encouraged by and whose initial estimate was shared at the most recent board meeting is not registered with DIR. As a result of this, they have decided to pull out of this project and have rescinded their estimate (see below).*

*Should the District decide to forego this legal requirement, we would open ourselves to potential fines and lawsuits. As District Manager, I do not recommend we forego this requirement.*

*Moving forward, we are still searching for applicable contractors to provide estimates for this work while also cross-referencing them with the DIR database of registered contractors. We are also reaching out to other local government agencies in the event they may already have a short-list of such contractors. However, in light of this I caution that future estimates received for a similar scope of work could be significantly higher than the previous estimate shared. To further complicate matters, it could also very well push the District over the \$25,000 threshold, thus creating the need for a formal bidding process. Chief Roach and I will keep you updated as we progress."*

I have a list of DIR Registered Contractors and am working on getting estimates from some. One Company was in yesterday (March 29) and one is coming today (March 30). I hope to have estimates back from each by early next week.



## MARINWOOD FIRE DEPARTMENT

The Marinwood Fire Department announces an in house Promotional Opportunity for the position of Engineer. All qualified and certified full time personnel are encouraged to apply.

### **The Position**

The fire engineer is responsible for the operation and maintenance of fire apparatus and related equipment.

The fire engineer must be a skilled driver, capable of driving fire apparatus under normal traffic conditions, as well as when responding Code Three to emergency incidents. Engineers must be familiar with traffic laws and regulations of the State of California, as well as driving rules and operational procedures of the Marinwood Fire Department. Area familiarization is essential for the engineers response areas.

The fire engineer may be required to act out of classification as a company officer. He must be able to direct company members in the performance of department programs until relieved by a ranking officer.

### **Minimum Qualifications**

- Meet or exceed all qualifications for the position of Firefighter
- Candidates for the position of Fire Engineer are required to have one and one half years (18 months) of paid experience with the Marinwood Fire Department. Minimum of Six (6) months as an Acting Engineer.
- California Department of Motor Vehicles Class "C" License with Firefighter Endorsement or Class "B" License.
- Internally Certified as an Engineer with the Marinwood Fire Department.
- CFSTES Driver / Operator 1A
- CFSTES Driver / Operator 1B
- State Board of Fire Services Driver / Operator 1
- Code 3 Driving / Emergency Vehicle Operators Course.
- Off Road Driving Course

### **Application Process**

Interested Candidates should submit a letter to the Chief by 5 pm on Tuesday May 23, 2017 stating their interest in the position and their interest in participating in the testing process as well as all required certifications.

### **Selection Process**

There will be a written examination on Friday May 26, 2017. Study Guide materials will be provided to interested candidates the last week of April. 75% is required to pass the examination and continue in the selection process.

A skills evaluation, oral board, and Chief's interview will take place in June for those who pass the written exam.

Anticipated date of promotion is June 15.

The Probationary Period for this position will be one year.



March 2017 Response Report

Incident #	DATE	CODE	DISP	ENROUTE	ON SCENE	AVAILABLE	ELAP	TYPE	INCIDENT	PARA	AREA	FMA
17-0241	3/1/17	3	6:13	6:15	6:17	6:34	0:21	MA	Chest Pain	#+	MW	5885
17-0242	3/1/17	2	14:42	14:43	14:47	15:03	0:21	MA	Burn Injury	#	MW	5881
17-0243	3/1/17	2	18:36	18:37	18:41	19:04	0:28	MA	Fall	#+	JPA-SR (N)	5338
17-0244	3/2/17	3	12:52	12:53	12:56	13:17	0:25	MA	SOB	#+	JPA-SR (N)	5338
17-0245	3/2/17	3	15:52	15:52	15:57	16:08	0:16	MA	GI Bleed	#+	MW	5884
17-0246	3/2/17	3	17:55	17:56	18:00	18:15	0:20	MA	Assault	#	MW	5880
17-0247	3/2/17	3	18:20	18:22	18:24	18:26	0:06	FANN	Fire Alarm	#	MW	5881
17-0248	3/3/17	3	0:16	0:18	0:24	0:38	0:22	FIRE	Structure Fire	#	OUT (N)	21055
17-0249	3/3/17	3	5:35	5:37	5:40	5:50	0:15	MA	Rapid Heart Rate	#	MW	5881
17-0250	3/3/17	3	7:10	7:12	7:15	7:20	0:10	PSA	Vehicle Overheat		MW	5882
17-0251	3/3/17	3	15:07	15:08		15:09	0:02	FANN	Fire Alarm		MW	5883
17-0252	3/3/17	2	15:11	15:12	15:15	15:19	0:08	PSA	Lift Assist		JPA-SR (O)	5337
17-0253	3/3/17	3	19:21	19:23	19:26	19:47	0:26	MA	Sick Person	#+	MW	5880
17-0254	3/5/17	2	3:48	3:50	3:55	4:02	0:14	PSA	Lift Assist	#	MW	5880
17-0255	3/6/17	3	2:47	2:49	2:53	3:17	0:30	MA	SOB	#+	JPA-SR (N)	5333
17-0256	3/6/17	3	15:50			15:52	0:02	OTHER	Natural Gas		OUT (SR)	5113
17-0257	3/7/17	2	12:10	12:11	12:15	14:05	1:55	HAZMAT	Chemical Spill		JPA-SR (N)	5300
17-0258	3/7/17	2	20:16	20:18	20:27	20:44	0:28	MA	Abdominal Pain	#+	JPA-SR (N)	5334
17-0259	3/8/17	3	13:02	13:04	13:06	13:08	0:06	FANN	Fire Alarm		MW	5883
17-0260	3/9/17	3	10:53	10:54		10:57	0:04	FANN	Fire Alarm		OUT (N)	21055
17-0261	3/9/17	3	12:57	12:59	13:03	13:18	0:21	MA	ALOC	#+	JPA-SR (N)	5334
17-0262	3/9/17	3	13:55	13:55		13:56	0:01	MA	ALOC	#+	JPA-SR (N)	5338
17-0263	3/9/17	3	15:14			15:14	0:00	MA	Person Down	#	JPA-SR (N)	5333
17-0264	3/9/17	3	20:27	20:28	20:32	20:52	0:25	MA	Heart Problems	#+	JPA-SR (N)	5338
17-0265	3/10/17	2	6:15	6:17	6:20	6:36	0:21	PSA	PD Assist	#	JPA-SR (O)	5337
17-0266	3/10/17	3	9:08	9:09	9:12	9:48	0:40	FANN	Fire Alarm		JPA-SR (O)	5331
17-0267	3/10/17	3	9:48	9:49	9:54	10:13	0:25	MA	Fall	#+	OUT (SR)	5663
17-0268	3/10/17	3	11:02	11:02		13:46	2:44	COVER	Structure Fire		OUT (SR)	5332
17-0269	3/10/17	3	12:13	12:13	12:15	12:33	0:20	MA	Chest Pain	#+	OUT (SR)	5771
17-0270	3/10/17	3	13:27	13:27	13:31	13:46	0:19	MA	General Weakness	#+	OUT (SR)	5667
17-0271	3/10/17	3	17:43	17:45	17:51	17:58	0:15	MA	ALOC	#+	OUT (SR)	5332
17-0272	3/10/17	3	20:59	21:00	21:02	21:18	0:19	MA	ALOC	#+	MW	5884
17-0273	3/11/17	3	5:00	5:03	5:06	5:20	0:20	PSA	Lift Assist	#	MW	5882
17-0274	3/11/17	3	11:03	11:04	11:07	11:33	0:30	MA	Back Pain	#+	MW	5880
17-0275	3/11/17	3	15:51	15:52	15:57	16:12	0:21	MA	ALOC	#+	JPA-SR (N)	5334
17-0276	3/12/17	2	1:25	1:27	1:29	1:49	0:24	PSA	Public Assist		JPA-SR (O)	5330
17-0277	3/12/17	2	14:50	14:52	15:00	15:18	0:28	MA	Weakness	#+	MW	5880
17-0278	3/13/17	3	12:28	12:28	12:32	12:41	0:13	MA	Syncopal Episode	#+	JPA-SR (N)	5338
17-0279	3/13/17	3	15:16	15:16		15:17	0:01	MA	Allergic Reaction/Cancelled	#	OUT (SR)	5665
17-0280	3/13/17	3	15:58	16:00	16:03	16:23	0:25	MA	Elevated Heart Rate	#+	JPA-SR (N)	5338

CODE 2 = Standard Response

CODE 3 = Emergency Response (lights, sirens)

ALS Response (#)  
 ALS Transport (+)  
 No ALS Transport (&)

March 2017 Response Report

Incident #	DATE	CODE	DISP	ENROUTE	ON SCENE	AVAILABLE	ELAP	TYPE	INCIDENT	PARA	AREA	FMA
17-0281	3/13/17	3	20:33	20:34	20:37	20:38	0:05	FANN	Fire Alarm		JPA-SR (N)	5330
17-0282	3/13/17	2	20:48	20:50	20:53	21:09	0:21	FANN	Fire Alarm		JPA-SR (N)	5330
17-0283	3/13/17	3	23:09	23:11	23:13	23:29	0:20	MA	Abdominal Pain	#+	JPA-SR (N)	5337
17-0284	3/14/17	3	11:53	11:54	11:57	12:10	0:17	MA	ALOC	#+	JPA-SR (N)	5333
17-0285	3/14/17	3	13:04	13:05	13:09	13:31	0:27	MA	Hip Injury	#+	JPA-SR (N)	5334
17-0286	3/14/17	3	17:30	17:30	17:33	17:53	0:23	MA	Fall	#+	JPA (MC)	1503
17-0287	3/16/17	2	10:49	10:50	10:55	11:42	0:53	PSA	Odor Investigation		JPA-SR (N)	5330
17-0288	3/16/17	3	14:59	15:00	15:03	15:20	0:21	MA	ALOC	#+	JPA-SR (N)	5333
17-0289	3/16/17	3	15:44	15:46	15:50	16:05	0:21	FANN	Fire Alarm		JPA-SR (N)	5330
17-0290	3/16/17	3	17:30	17:31	17:35	17:49	0:19	MA	Fall	#+	JPA-SR (N)	5333
17-0291	3/17/17	3	12:33	12:34	12:38	12:48	0:15	MA	Fall	#+	OUT (SR)	5663
17-0292	3/17/17	3	16:06	16:08	16:11	16:41	0:35	MA	Diabetic Problem		JPA-SR (N)	5335
17-0293	3/17/17	3	20:30	20:32	20:36	20:49	0:19	MA	Vehicle Accident		MW	5882
17-0294	3/17/17	3	22:09	22:10	22:13	22:54	0:45	MA	Fall		JPA-SR (N)	5333
17-0295	3/18/17	2	8:31	8:31	8:34	8:54	0:23	MA	Fall	#+	JPA-SR (N)	5337
17-0296	3/18/17	2	11:52	11:53	11:59	12:08	0:16	MA	Fall	#+	JPA-SR (N)	5331
17-0297	3/18/17	3	19:44	19:46	19:46	19:47	0:03	FANN	Fire Alarm-Cancelled		JPA-SR (N)	5338
17-0298	3/19/17	3	6:05	6:06	6:06	6:07	0:02	MA	Cancelled	#	MW	5885
17-0299	3/19/17	3	11:31	11:32	11:34	11:36	0:05	MA	Medical Alarm	#	MW	5882
17-0300	3/19/17	3	12:38	12:39	12:43	12:53	0:15	MA	S.O.B	#+	JPA-SR (N)	5333
17-0301	3/20/17	3	11:12	11:12	11:15	11:22	0:10	MA	Chest Pain	#+	OUT (SR)	5332
17-0302	3/20/17	2	19:44	19:45	19:43	20:02	0:18	MA	Choking	#	JPA-SR (N)	5330
17-0303	3/20/17	2	21:02	21:03	21:06	21:18	0:16	MA	Nose Bleed	#	MW	5885
17-0304	3/21/17	3	0:16	0:17	0:22	0:33	0:17	MA	Fall	#+	CSA 13	5889
17-0305	3/21/17	3	3:09	3:11	3:14	3:24	0:15	MA	Back Pain	#+	MW	5883
17-0306	3/21/17	2	14:00	14:02	14:08	14:24	0:24	MA	Back Pain	#+	JPA-SR (N)	5333
17-0307	3/22/17	3	8:31	8:33	8:37	8:50	0:19	MA	SOB	#+	JPA-SR (N)	5333
17-0308	3/22/17	3	10:44	10:44	10:44	10:45	0:01	MA	Cardiac Arrest	#	OUT (N)	N/A
17-0309	3/22/17	3	11:22	11:22	11:22	11:27	0:05	FANN	Fire Alarm-XCLD		MW	5333
17-0310	3/22/17	3	11:42	11:43	11:43	11:45	0:03	MA	Medical Alarm-XCLD	#	MW	5337
17-0311	3/22/17	3	19:46	19:47	19:55	19:56	0:10	MA	Medical Alarm	#	MW	5334
17-0312	3/22/17	3	21:13	21:13	21:13	21:30	0:17	MA	General Weakness	#+	MW	5883
17-0313	3/23/17	3	8:56	8:58	9:01	9:20	0:24	MA	Sick Person	#+	JPA-SR (N)	5333
17-0314	3/23/17	3	9:45	9:46	9:49	9:50	0:05	FANN	False Alarm		JPA (MC)	1503
17-0315	3/23/17	3	11:12			11:13	0:01	MA	Cancelled		OUT (SR)	5600
17-0316	3/23/17	3	12:29	12:31	12:36	12:38	0:09	OTHER	Natural Gas		OUT (SR)	5661
17-0317	3/23/17	2	18:24	18:25	18:28	18:35	0:11	PSA	Odor Investigation		MW	5881
17-0318	3/24/17	3	7:54	7:56	8:00	8:20	0:26	MA	Possible Stroke	#+	JPA-SR (N)	5334
17-0319	3/24/17	2	13:53	13:54	13:57	14:05	0:12	PSA	Lift Assist		MW	5882
17-0320	3/24/17	3	20:59	21:00	21:03	21:17	0:18	MA	Overdose	#+	MW	5882

CODE 2 = Standard Response

CODE 3 = Emergency Response (lights, sirens)

ALS Response (#)  
 ALS Transport (+)  
 No ALS Transport (&)



**Marinwood Community Services District**  
**FY 2017 - 2018 BUDGET**  
**DRAFT**

	FIRE DEPARTMENT			
	16-17 Budget	*Actuals 3-31-17	17-18 Budget	% Change in Budget
<b>REVENUE</b>				
4110110 · PropTax - Current Secured	630,192.00	366,803.05	630,192.00	0.0%
4110111 · PropTax - Admin Fee (Contra)	-11,343.00	-5,356.18	-11,343.00	0.0%
4110115 · PropTax - Unitary	3,820.00	0.00	3,820.00	0.0%
4110120 · PropTax - Current Unsecured	12,449.00	11,789.98	12,449.00	0.0%
4110140 · ERAF - Excess	71,375.00	39,374.53	71,375.00	0.0%
4110145 · ERAF - PY/Reverse		2,696.13		
4110210 · PropTax - Supplemental Current	13,000.00	667.86	13,000.00	0.0%
4110215 · PropTax - Supplemental Unsecure	297.00	0.00	297.00	0.0%
4110225 · PropTax - Supplemental Redempt	942.00	471.09	942.00	0.0%
4110510 · PropTax - Prior Unsecured	459.00	449.34	459.00	0.0%
4120610 · Special Tax Assessment	1,024,443.00	566,487.37	1,060,336.00	3.5%
4120611 · Special Tax- Admin Fee (contra)	-3,600.00	-1,977.74	-3,600.00	0.0%
4220115 · Building Plan Review	5,000.00	1,233.00	5,000.00	0.0%
4410125 · Interest- Co. Pooled Investment	500.00	338.86	500.00	0.0%
4511210 · HOPTR		529.24		
4530527 · Grant Rev - Designated	142,388.00	109,679.00		-100.0%
4570110 · Expense Reimbursements		1,839.03		
4631145 · Service Contract Revenue	82,551.00	0.00	90,344.00	9.4%
4631740 · Emergency Response Fees	10,000.00	0.00		-100.0%
4640321 · CSA 13 Contract Rev	631,853.00	311,433.50	596,339.00	-5.6%
4640415 · OES Reimbursements		8,840.99		
4710631 · Paramedic Reimbursement	11,000.00	0.00	22,000.00	100.0%
4710642 · Miscellaneous Rev	100.00	9,000.00	9,100.00	9000.0%
<b>TOTAL REVENUE</b>	<b>2,625,426.00</b>	<b>1,424,299.05</b>	<b>2,501,210.00</b>	<b>-4.7%</b>
<b>EXPENDITURES</b>				
5110110 · Salaries - Regular Staff	1,027,567.00	731,956.98	1,023,511.00	-0.4%
5110210 · Salaries - PT/Seasonal/Temp		645.76		
5110310 · Acting Pay (17/18)			10,000.00	
5110313 · Holiday Pay	38,501.00	15,312.60	38,564.00	0.2%
5110319 · FLSA & Acting Pay*	31,963.00	26,700.54	23,170.00	-27.5%
5120110 · Overtime	100,000.00	207,965.54	100,000.00	0.0%
5130120 · Benefits - Group Medical	288,363.00	234,177.60	292,328.00	1.4%
5130130 · OPEB Trust Contribution (17/18)			1.00	
5130510 · PERS - Pension	364,136.00	308,735.29	387,669.00	6.5%
5140115 · Workers Comp Ins.	113,520.00	112,749.88	155,533.00	37.0%
5140116 · 4850 Reimbursements (Contra)		-89,321.36		
5140130 · Physician Services	4,100.00	2,069.00	4,560.00	11.2%
5140140 · Social Security & Medicare	91,649.00	58,371.76	91,436.00	-0.2%
5140145 · Unemployment Ins.	3,108.00	386.08	3,108.00	0.0%
5210120 · Consultant Fees	3,750.00	3,050.00	4,250.00	13.3%
5210122 · Marketing	0.00	593.92	500.00	

**Marinwood Community Services District**  
**FY 2017 - 2018 BUDGET**  
**DRAFT**

	FIRE DEPARTMENT			
	16-17 Budget	*Actuals 3-31-17	17-18 Budget	% Change in Budget
5210128 · Fingerprinting/Background	300.00	671.85	600.00	100.0%
5210131 · Legal Services	15,000.00	34,819.05	45,000.00	200.0%
5210210 · Audit & Accounting	6,600.00	6,400.01	7,000.00	6.1%
5210215 · Banking Fees	600.00	768.50	800.00	33.3%
5210230 · Payroll Service Fees	4,200.00	3,529.39	4,500.00	7.1%
5210525 · Insurance - General	14,660.00	10,156.43	14,660.00	0.0%
5210725 · Telecom - Phone/Internet/Cable	8,000.00	5,872.94	8,000.00	0.0%
5210810 · Utilities - Gas & Electric	9,450.00	10,265.30	11,000.00	16.4%
5210815 · Garbage Removal	2,918.00	2,353.94	3,130.00	7.3%
5210835 · Utilities - Water & Sewer	1,800.00	4,567.55	5,100.00	183.3%
5210910 · Maint. - Vehicles	25,000.00	12,195.59	21,000.00	-16.0%
5210920 · MERA Operating	15,069.00	15,068.70	15,752.00	4.5%
5210925 · Maint. - Radios	5,518.00	2,731.67	4,918.00	-10.9%
5211140 · Vegetation Management	10,000.00	5,578.00	10,000.00	0.0%
5211310 · Awards & Incentives	3,000.00	3,805.77	1,500.00	-50.0%
5211320 · Educational Materials	5,000.00	5,542.95	5,000.00	0.0%
5211325 · Conferences & Meetings	1,000.00	716.94	1,250.00	25.0%
5211330 · Memberships & Dues	2,500.00	4,970.59	4,750.00	90.0%
5211340 · Certifications - Personnel	8,000.00	4,752.25	8,000.00	0.0%
5211440 · Travel	1,000.00	2,755.75	1,000.00	0.0%
5211520 · Publications & Legal Notices	400.00	0.00	400.00	0.0%
5211610 · County-Wide Fees	5,960.00	3,328.82	3,350.00	-43.8%
5211710 · Long Term Debt - Principal	70,003.00	65,924.98	15,517.00	-77.8%
5211715 · Long Term Debt - Interest	7,698.00	6,185.47	2,636.00	-65.8%
5220110 · Office Supplies	7,000.00	2,549.38	3,300.00	-52.9%
5220130 · Copier Lease & Printing	3,000.00	1,634.05	1,700.00	-43.3%
5220210 · Equip. Maintenance/Replacement*	5,000.00	2,800.36	12,540.00	150.8%
5220215 · Pool Maint./Hydrant Maint.*	1,500.00	197.74		-100.0%
5220220 · Open Space Maint/Small Tools*	500.00	73.20	500.00	0.0%
5220310 · Land & Buildings Maintenance	9,400.00	10,768.28	7,000.00	-25.5%
5220610 · Gasoline/Fuel	9,000.00	3,974.96	7,500.00	-16.7%
5220810 · Pool Chemicals & Misc Supplies*	31,616.00	25,368.93	18,518.00	-41.4%
5220825 · Uniforms & Apparel	7,062.00	5,096.64	9,464.00	34.0%
5220826 · Vending Supplies & Food*	1,500.00	1,967.72		-100.0%
5220827 · Janitorial Supplies	3,000.00	3,955.24	3,000.00	0.0%
5220910 · Capital Outlay - Improvements	16,238.00	6,000.00	6,750.00	-58.4%
5220916 · Capital Outlay - New Equipment	194,882.00	157,225.54	78,000.00	-60.0%
5220920 · Capital Reserves Designation (17/18)			1.00	
<b>TOTAL EXPENDITURES</b>	<b>2,580,031.00</b>	<b>2,047,968.07</b>	<b>2,477,766.00</b>	<b>-4.0%</b>
<b>NET GAIN/LOSS</b>	<b>45,395.00</b>	<b>-623,669.02</b>	<b>23,444.00</b>	

**MARINWOOD COMMUNITY SERVICES DISTRICT  
FIRE DEPARTMENT BUDGET FOR FISCAL YEAR 2017-18**

**SCHEDULE C: BUDGET DETAIL**

Draft: 3/30/17

GL ACCOUNT	TITLE	DETAIL	SUB_TOTAL	TOTAL
<b>EXPENDITURE NOTES</b>				
5140130	<b>PHYSICIAN SERVICES</b>			4,560
	Vaccinations		500	
	Bi-Annual physicals 4 @ 900; annual bloodwork (10@\$46)		4,060	
5210525	<b>INSURANCE - GENERAL</b>			14,660
	Gen. Liabilit, auto, E&O		12,410	
	Firemen's Assoc. ins. - Minto Wilkie		2,250	
5210925	<b>MAINTENANCE - RADIOS</b>			4,918
	High-Band Portable Radios - \$1000 * 1		1,000	
	General maintenance of mobiles and portables		3,500	
	Alpha pager lease - (4 pagers) @ 8.70		418	
5211610	<b>COUNTY-WIDE FEES</b>			3,350
	Hazmat JPA		1,700	
	LAFCO		1,650	
5220110	<b>OFFICE SUPPLIES</b>			3,300
	Office supplies		2,512	
	Postage Meter Lease		288	
	Postage		500	
5220210	<b>EQUIPMENT MAINTENANCE &amp; REPLACEMENT</b>			12,540
	In-house apparatus & equipment maintenance		5,000	
	Hydrant Maintenance		1,500	
	Breathing equipment maintenance		1,800	
	<i>Annual SCBA maintenance &amp; repair - 1,000</i>			
	<i>Replacement SCBA masks \$400 x 2 - 800</i>			
	Hoze & Nozzle Replacement - New Engine		4,240	
	<i>1 1/2 inch wildland hose, 10 lengths, 100' ea. x \$183</i>	<i>1,830</i>		
	<i>1 3/4 inch hose, 2 lengths, 50' ea. x \$325</i>	<i>650</i>		
	<i>2 1/2 inch hose, 2 lengths, 50' ea. x \$160</i>	<i>320</i>		
	<i>4 inch hose, 2 lengths, 50' ea. x \$470</i>	<i>940</i>		
	<i>Replacement parts</i>	<i>500</i>		
5220220	<b>SMALL TOOLS</b>			500
5220310	<b>LAND &amp; BUILDING MAINTENANCE</b>			7,000
	Routine building maintenance		7,000	
5220810	<b>MISCELLANEOUS SUPPLIES</b>			18,518
	First aid & medical supplies		1,500	
	Replacements - gloves, safety gear, equipment		10,078	
	<i>Wildland coat - \$230 x 2</i>	<i>460</i>		
	<i>Wildland pant - \$180 x 2</i>	<i>360</i>		
	<i>Wildland tent shelter, belt - \$500 x 2</i>	<i>1,000</i>		
	<i>Turnout coat @ \$1500 x 2</i>	<i>3,000</i>		
	<i>Turnout pants @ \$1000 x 2</i>	<i>2,000</i>		

**SCHEDULE C: BUDGET DETAIL**

Draft: 3/30/17

GL ACCOUNT	TITLE	DETAIL	SUB_TOTAL	TOTAL
	<i>Turnout boots - \$280 x 2</i>		560	
	<i>Gloves @ \$80 x 15</i>		1,200	
	<i>Helmets/parts - \$130 x 2</i>		260	
	<i>Suspenders @ \$20 x 2</i>		40	
	<i>Nomex hoods - \$30 x 5</i>		150	
	<i>Goggles with retainer - \$40 x 5</i>		200	
	<i>Hot Shield filter replacements - \$5 x 10</i>		50	
	<i>Misc. replace. (flashlights, suspenders, canteen, etc.)</i>		250	
	<i>Reflective rain gear - \$137 x 4</i>		548	
	Turnout cleaning \$62/set x 2 times/yr x 10 sets			1240
	Ballistic Helmets & Vests - 2 * \$1000			2,000
	Extinguishing agents			300
	Flashlights			900
	signs, misc.			500
	Food, Emergency Supplies			2,000
5220825	<b>UNIFORMS &amp; APPAREL</b>			9,464
	Flying Cross dark blue shirts- \$96 x 2 x 10		1,920	
	Flying Cross Nomex pant - \$150 x 2 x 10		3,000	
	Lyon uniform jacket with liner - \$79 x 5		395	
	Black basket-weave belt - \$20 x 10		200	
	Firefighter boots - \$220 x 10		2,200	
	Flying Cross white shirts - N/A for 17/18			
	Black slacks - N/A for 17/18			
	Chief's boots - N/A for 17/18			
	Volunteer FF boots - \$100 x 10		1,000	
	Class A Uniforms - 2 @ \$650		1,300	
	Name tags, lapel pins, badges, etc		500	
5220910	<b>CAPITAL OUTLAY - IMPROVEMENTS</b>			6,750
	Special building maintenance - new turnout lockers		2,750	
	New Shed (Back)		4,000	
5220916	<b>CAPITAL OUTLAY - NEW EQUIPMENT</b>			78,000
	Type I Engine lease		43,000	
	New Utility Truck		35,000	

**Marinwood Community Services District  
2017 - 2018 Fire Department Draft Budget Notes**

The following notes represent significant changes in the Chart of Accounts and/or budget allocation adjustments. They do not represent all budget modifications made since viewed at the prior Commission meeting.

<b>GL Number</b>	<b>GL Description</b>	<b>Notes:</b>
4631145	Service Contract Rev	<i>County Farm &amp; Juvenile Hall Contract. Finalized after close of fiscal year</i>
4640321	CSA 13 Contract	<i>Based on final budget and prior-year reconcile. Finalized after close of fiscal year.</i>
5110310	Acting Pay	<i>New for 17/18 to separate from FLSA expenditure</i>
5130130	OPEB Trust	<i>New for 17/18 to allocate Board designated contributions. To be updated prior to adoption</i>
5210122	Marketing	<i>line added to all depts allocating website design &amp; hosting fees + dept. misc.</i>
5210525	Insurance - General	<i>Awaiting updated 17/18 expense from carrier</i>
5220215	Hydrant Maint.	<i>Removed as stand-alone account. Added to Equip Maint./Replacement (5220210)</i>
5220810	Misc. Supplies	<i>SCBA, Hose expenditures moved to Equip Maint./Replacement (5220210)</i>
5220920	Capital Reserves	<i>New for 17/18 to allocate Board designated contributions</i>

**Property Tax Revenues:**

Currently set at FY 16/17 budget and will be updated prior to final adoption. Awaiting potential projections provided by County. If projections are not received, these will be set at final levels projected for FY 16/17 totals based on amounts received to date.